

City Council Meeting Packet



November 21, 2017

AGENDA

Norton City Council

November 21, 2017

6:00 P.M.

1. Roll Call
2. Invocation – Rev. Gary Hill
3. Pledge of Allegiance
4. Approval of Minutes
 1. Meeting of November 7, 2017
5. Audience for Visitors
6. New Business
 - A. Resolution for Compliance Adopting the Following Resolutions as Required by the Department of Housing and Community Development Regarding the Downtown Revitalization Project:
 - a. Residential Anti-Displacement and Relocation Assistance Plan
 - b. Local Business and Employment Plan
 - c. 504 Grievance Procedure and Review
 - d. Non-Discrimination Policy
 - e. Self-Evaluation Site Accessibility Checklist
 - f. Fair Housing Certification
 - g. Resolution to Appropriate Funds
 - h. Certification of Signatures and Address
 - i. Resolution for Compliance

- B. Authorize the Mayor to Enter Into a Grant Agreement with the FHWA – Eastern Federal Lands Highway Division’s (EFLHD) Federal Lands Access Program (FLAP).
- C. Request for One (1) Sewer Tap in the County.
- D. Confirmation of a Check/Transfer in Excess of \$100,000.
- A. Closed Meeting for Personnel as Per Section 2.2-3711 (A) (1) and Section 2.2-3711 (A) (3) of the Code of Virginia, as Amended, Discussion or Consideration of the Acquisition of Real Property for a Public Purpose, or of the Disposition of Publically Held Real Property, Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body.
 - 1. Appointment to the Cumberland Airport Commission for a Four (4) Year Term; Currently Chris Starnes Whose Term Expires 10/31/2017.

To 10/31/2021
 - 2. Appointment to the Appalachian Juvenile Commission for a Two (2) Year Term; Currently James Lane Whose Term Expires 11/30/2017.

To 11/30/2019
- 7. Comments by the City Manager, City Attorney, and City Council.
- 8. Adjournment.

The regularly scheduled meeting of the Norton City Council was held on Tuesday, November 7, 2017, at 6:00 p.m., in the Municipal Council Chambers with Mayor William Mays presiding.

Present: Mark Caruso, Robert Fultz, Jr., William Mays, Joseph Fawbush, and Delores Belcher

Also Present: Fred L. Ramey, Jr., City Manager, and Bill Bradshaw, City Attorney

The invocation was given by Pastor Roger Sloce and was followed by the Pledge of Allegiance led by Fire Chief Todd Lagow and members of the Norton Fire Department.

Upon a motion by Councilwoman Belcher, seconded by Councilman Fawbush, and passed by the following vote: YES – Fawbush, Belcher, Mays, NO – None, ABSENT – None, ABSTAIN – Caruso and Fultz, Council moved to adopt the minutes of the October 17, 2017, meeting as presented.

During the Mayor's Call for Visitors, Mr. Mark Hollyfield, Executive Director of Coeburn–Norton–Wise Regional Waste Water Treatment Authority (CNW), came forward and reported that the CNW facility has been recognized as the 2017 Waste Water Treatment Facility of the Year by the state Rural Water Association. Mr. Hollyfield presented a replica of the award to Mayor Mays and said it was a team effort to achieve this award. He also had prepared booklets for Council detailing the history of the CNW plant and thanked members who had served on CNW's board and noted the good working relationship with Mr. Ramey and city administration.

On behalf of Council, Mayor Mays congratulated Mr. Hollyfield and CNW employees on receiving this prestigious award and for their hard work to provide an exceptional waste water treatment facility for the citizens of Norton, Wise, and Coeburn.

A public hearing was held to receive public input on an Ordinance to Create a Regional Industrial Facilities Authority (RIFA), Pursuant to the Virginia Code Section 15.2-6400, et seq.

Mr. Ramey gave a brief history on the purpose for creating a Regional Industrial Facilities Authority and said Wise, Scott, Dickenson, and Lee Counties, and the City of Norton were in agreement that this direction was in the best interest of the region to recruit larger economic industry to the area. Mr. Ramey said Council has reviewed the draft ordinance and if approved, it will establish the Lonesome Pine Regional Industrial Facility Authority for Lee, Wise, Scott, and Dickenson Counties, and the City of Norton. He noted Council authorized a public hearing on the matter at the October 17th meeting and the hearing has been advertised.

The City Attorney added the formation of the Regional Industrial Facilities Authority is a framework and does not obligate the City in any future economic projects. The agreement between the municipalities and the creation of an authority will allow for funding and bond issuances and the ordinance is in accordance with state code.

Mayor Mays opened the public hearing.

There being no comments, Mayor Mays closed the public hearing.

Upon a motion by Councilman Fawbush, seconded by Councilman Fultz, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to adopt an Ordinance to Create a Regional Industrial Facilities Authority for Lee, Scott, Wise, and Dickenson Counties, and the City of Norton, named the Lonesome Pine Regional Industrial Authority, Pursuant to Section 15.2-6400, et seq. of the Code of Virginia. (Insert)

Mayor Mays recognized Fire Chief Todd Lagow who presented Council with a list of the fire department's working officers for fiscal year 2017-2018 as required by City Code.

Chief Lagow said he provided a letter for Council's packet listing the following working officers for Norton Fire Department: Steve McElroy, Assistant Chief (Operations); Marty Hagy, Assistant Chief (Safety); Buddy Cash, Captain (Administrative); Billy Mays, Captain (Special Operations); Stephen McElroy, Captain (Grants/Training); Skipper Dorton, Lieutenant (Equipment/Training); Tim Couch, Lieutenant (Apparatus/Training); Greg Mays, Lieutenant (LE Liaison/Training); and Cody McElroy, Lieutenant (Public Safety Education). Chief Lagow said currently the average response time for a call is 46.9 seconds, which is largely due to first responder vehicles. The department averages 18 personnel per call and has a total of 549 years of fire officer experience. Chief Lagow thanked Council for support of the department and said he would answer any questions members may have pertaining to the fire department.

Upon a motion by Councilman Caruso, seconded by Councilman Fawbush, and passed by unanimous vote, Council moved to approve the working officers as listed above for the Norton Fire Department for FY2017-2018.

Mayor Mays expressed Council's appreciation to Chief Lagow and the working officers of the Norton Fire Department for the protection given to the community by their volunteer service.

In their packets, Council had a request from MineShaft Harley-Davidson of Pikeville, Kentucky to use the city's "Woodbooger" Service Mark for the purpose of promoting a motorcycle ride in Southwest Virginia and Eastern Kentucky and to design a t-shirt using the Woodbooger image.

Mr. Clint Meade, General Manager of MineShaft Harley-Davidson, explained that the Pikeville dealership's territory includes Eastern Kentucky, Wise, Dickenson, and Buchanan Counties and the City of Norton. He said MineShaft desires to incorporate the Woodbooger into their marketing efforts and to create a destination ride that includes Flag Rock and the High Knob area. He said designing a unique t-shirt for motorcycle enthusiasts for a specific riding destination is part of the overall experience for riders. Furthermore, Mr. Meade said the use of the Woodbooger image would allow the dealership to drive motorcyclist through Kentucky and Virginia and into Norton. He said the dealership wants to give back to the community by helping to generate revenue from the tourism industry. Mr. Meade said the t-shirt will include map information about the City of Norton and can only be purchased at the Pikeville dealership.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to approve MineShaft Harley-Davidson's request to use the "Woodbooger" Service Mark for the purpose of creating a motorcycle ride and to use the Woodbooger image on a promotional t-shirt.

Council was presented a Resolution Authorizing Application for an Environmental Protection Agency Brownfield Assessment Grant as a Co-Applicant.

Mr. Ramey said the Guest River Group has been working with the Upper Tennessee River Round Table (UTRRT) on improving the water quality of Guest River. This group brought the towns of Wise and Coeburn, Wise County, and the City of Norton together to file a joint application through the United States Environmental Protection Agency's Brownfield Area Wide Planning Grant Program to identify, assess and prepare redevelopment sites that may have incurred possible environmental contamination. Mr. Ramey said Town of Wise and Wise County have approved the resolution and the Town of Coeburn will consider approval at its next council meeting. He noted that Wise County will act as the fiscal agent should the grant be awarded.

After a brief discussion and upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to Authorize Application for an Environmental Protection Agency Brownfield Assessment Grant as a Co-Applicant. (Insert)

The next agenda item was an authorization to refund erroneously assessed 2017 Personal Property Taxes in the amount of \$164.64 to HVT, Inc., as Trustee for HLT.

Mr. Ramey said the Commissioner of Revenue has determined that a vehicle assessed for 2017 personal property taxes for HVT, Inc., is garaged in Tennessee, so a refund in the amount of the \$164.64 to HVT, Inc., is warranted under these circumstances.

Upon a motion by Councilwoman Belcher, seconded by Councilman Fultz, and passed by unanimous roll call vote, Council authorized a refund for erroneously assessed 2017 personal property taxes to HVT, Inc., as Trustee for HLT in the amount of \$164.64.

The City Manager said the AmeriCorps/National Civilian Conservation Corps Delta 5 Team (AmeriCorps/NCCC Delta 5 Team) that was redirected to Florida in September to assist with hurricane relief efforts has been dispatched back to Florida to work on a homeless veterans project. Mr. Ramey noted that the city likes to recognize the AmeriCorps volunteers at the end of their assignment, but the team will not be returning to the city to complete their work on the Flag Rock Recreation Area trail system. Mr. Ramey showed Council the team plaque to honor this year's team. Council gave total consensus and support for City Administration to send the team plaque and individual team member plaques to the AmeriCorps headquarters. Council wanted to make certain that the team and its members were recognized for their service to the City of Norton.

In their packets, Council had one check and one transfer to confirm. The check was to Wise County, dated September 8, 2017, in the amount of \$229,623.01, to cover shared services with Wise County. The transfer was to Norton City Schools, dated September 28, 2017, in the amount of \$175,000.00, to cover September 2017 payroll expenditures.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to confirm the check to Wise County and the transfer to Norton City Schools as stated above.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous roll call vote, Council moved to go into closed meeting to discuss personnel as per Section 2.2-3711 (A) (1) of the Code of Virginia, as amended, and discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publically held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body as per Section 2.2-3711 (A) (3) of the Code of Virginia, as amended.

Mayor Mays declared Council in closed meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fultz, and passed by unanimous vote, Council moved to go back into open meeting.

Mayor Mays declared Council back in open meeting.

The Clerk polled each member of Council as to the Certification of Closed Meeting with each answering yes. The Clerk then read a Resolution of the Certification of Closed Meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fawbush, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to adopt A Resolution of the Certification of Closed Meeting. (Insert)

Mayor Mays opened the floor for nominations to the Norton Industrial Development Authority to finish the unexpired term of William J. Sturgill to expire on May 10, 2020.

Councilman Caruso nominated Bryan R. Lewis to be appointed to the Norton Industrial Development Authority to complete the unexpired term of William J. Sturgill to expire on May 10, 2020.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Bryan R. Lewis appointed to the Norton Industrial Development Authority to finish the unexpired term of William J. Sturgill to expire on May 10, 2020.

In comments from the City Manager, Mr. Ramey advised the following:

As Council knows, the city was voted the 2017 Top Adventure Town in the Blue Ridge Outdoors magazine and the city was featured on the cover and in the November edition of the magazine. A travel writer with Blue Ridge Outdoors magazine also visited the city and made a video about our community. The video has been viewed over 30,000 times in less than a week.

Mr. Ramey said he has been meeting with local hotel managers and they have had good discussions related to tourism in the area.

He said he would like to schedule a workshop with Council to discuss current projects before the holidays. Council was in agreement to meet at 2:00 p.m., Sunday, November 12th.

Mr. Ramey advised Council he would be attending a required Department of Housing and Community Development workshop related to the city's downtown revitalization from November 13th – 15th.

He placed at each member's desk the latest reservoir report, October traffic counts for Route 619 and Flag Rock Recreation Area, and a copy of the Chamber of Commerce Business After Hours at Norris Built Fabrication and Machine Shop located on Kentucky Avenue.

Mr. Ramey said Friends of Southwest Virginia will hold a "Smores & More" social and High Knob update at the Flag Rock Shelters at 5:30 p.m., Wednesday, November 8th.

Boy Scout Troop 301 and the Veterans of Foreign Wars will be conducting a United States Flag Retirement Ceremony in Coeburn at 2:00 p.m., Saturday, November 11th.

The city Christmas parade will be held at 6:00 p.m., Sunday, December 3rd.

The City Attorney had no comments.

In comments from Council:

Councilman Caruso asked Mr. Ramey if the Tourism Committee was invited to the Friends of Southwest Virginia event on November 8th.

Mr. Ramey advised the Tourism Committee was welcome to attend the event.

Councilman Caruso said he spoke with Mr. Wayne Sturgill, who is the father of Dr. Sturgill who purchased the 617 Park Avenue, S.W., property which has the Coca Cola sign. Mr. Sturgill said his son Dr. Sturgill is very interested in working with the City to repair the Coke sign.

Mr. Ramey said he has been trying to reach Dr. Sturgill to discuss the sign and he asked that Dr. Sturgill contact him.

Councilman Caruso said Dr. Sturgill is also interested in moving the parking spaces on Market Street behind his building from the south side of the street to the north side of the street, which is closer to the office buildings.

Mr. Ramey said he would be glad to talk with Mr. Sturgill and his son regarding their idea and he would encourage Council to go by and look at the request to move the parking spaces. He reminded Council that any request would ultimately go through the Highway Safety Committee.

Councilman Caruso said there are several areas throughout the city where weeds need to be addressed by property owners, as well as abandoned vehicle parts on one lot. He said, if needed, he would like for the city to send a letter to the property owners asking them to address these issues because these locations are a very visual part of our city.

The City Manager said in order for City Administration to address the weed issue the city's ordinance reads that the property has to be an improved lot which would include a structure or an improvement, but he will look into the request.

Councilman Caruso said he shared the Route 619 and Flag Rock traffic counts with a Forest Service representative and Mr. Caruso requested that Mr. Ramey if he would share the city's traffic counts with the Forest Service each month.

Councilman Fultz said Council was invited to attend the Norton Elementary Civics class at 1:30 p.m., Tuesday, November 14th to answer students' questions about local government.

Councilman Fawbush said he has attended the past three years and plans on attending Tuesday.

Councilman Fultz commended City Administration for their work on RIFA and said he believes regional cooperation is a key component for economic development for the region.

Councilwoman Belcher agreed that RIFA is a positive step in the right direction.

Councilman Fawbush applauded Councilman Caruso and Mr. Ramey on the Blue Ridge Outdoor magazine video and encouraged Council to keep capitalizing on the positive aspects of our area.

Mayor Mays had no comments.

There being no further business to come before Council, the meeting adjourned.

CITY OF NORTON, VIRGINIA

William Mays, Mayor

ATTEST:

Clerk of Council

RESOLUTION FOR COMPLIANCE
City of Norton Business District Revitalization FY 2017
CDBG #17-07

WHEREAS, the City of Norton anticipates a DHCD award for the purpose of downtown revitalization in the business district of the City. This includes elimination of physical blight, removal of barriers to economic revitalization, promotion of economic investment, and the implementation of economic restructuring strategies to connect the City's economic base to surrounding outdoor recreation assets. Activities include a façade improvement program, streetscape improvements along Park Avenue (sidewalks, bike lanes, landscaping), exterior improvements to the Farmers Market, and construction of way-finding signage.

WHEREAS, the City of Norton adopts the following resolutions as required by the Department of Housing and Community Development:

1. Residential Anti-Displacement Plan
2. Local Business and Employment Plan
3. 504 Grievance Procedure and Review
4. Non-Discrimination Policy
5. Self-Evaluation Site Accessibility Checklist
6. Fair Housing Certification
7. Resolution to Appropriate Funds
8. Certification of Signatures and Address

NOW THEREFORE BE IT RESOLVED, the City of Norton Council hereby adopts the above-mentioned items as required, showing that the City of Norton will be in conformance with all requirements set forth by the Virginia Department of Housing and Community Development.

Adopted this the 21st Day of November 2017.

WILLIAM J. MAYS, MAYOR

ATTEST:

CLERK OF COUNCIL

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN CERTIFICATION

The *City of Norton* will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate income dwelling unit as a direct result of activities assisted with funds provided under the *Housing and Community Development Act of 1974*, as amended. All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion.

Before obligating or expending funds that will directly result in such demolition or conversion, the *City of Norton* will make public and advise the state that it is undertaking such an activity and will submit to the state, in writing, information that identifies:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of low- and moderate- income households in the jurisdiction.

The *City of Norton* will provide relocation assistance to each low/moderate – income household displace by the demolition of housing or by the direct result of assisted activities. Such assistance shall be that provided under Section 104 (d) of the *Housing and Community Development Act of 1974*, as amended, or the *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended.

The City of Norton FY 2017 project includes the following activities:

- Eliminate physical blight by implementing a façade improvement program to improve at least eight (8) business facades in the Central Business District.
- Streetscape improvements along Park Avenue (sidewalks, shared bike lanes, landscaping).
- Exterior improvements to the Farmers market.
- Construction of way-finding signage.

The activities as planned will not cause any displacement from or conversion of occupiable structures. As planned, the project calls for the use of existing right-of-way or easements to be purchased or the acquisition of tracts of land that do not contain housing. The City of Norton will work with the grant management staff, engineers, project area residents, and the Department of Housing and Community Development to insure that any changes in project activities do not cause any displacement from or conversion of occupiable structures.

In all cases, an occupiable structure will be defined as a dwelling that meets local building codes or a dwelling that can be rehabilitated to meet code for \$25,000 or less.

Signature of Authorized Official

Date

CITY OF NORTON, VIRGINIA

LOCAL BUSINESS AND EMPLOYMENT PLAN

1. The City of Norton designates as its Local Business and Employment Project Area the boundaries of Wise County.
2. The City of Norton, its contractors, and designated third parties shall, in utilizing Community Development Block Grant (CDBG) funds, utilize businesses and lower income residents of the County in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for construction, non-construction, materials, and supplies, the City of Norton, its contractors, and designated third parties shall take the following steps to utilize businesses that are located in or owned in substantial part by persons residing within the County:
 - a. The City of Norton shall identify the contracts required to conduct the CDBG activities.
 - b. The City of Norton shall identify through various and appropriate sources including:

Coalfield Progress, Norton, Virginia 24273

the business concerns within the County that are likely to provide construction contracts, non-construction contracts, materials, and services that will be utilized in the CDBG-funded activities.

- c. The identified contractors and suppliers shall be included on bid lists used to obtain bids, quotes or proposals for work or procurement contracts that utilize CDBG funds.
 - d. To the greatest extent feasible, the identified business and any other project area business concerns shall be utilized in activities that are funded with CDBG funds.
4. The City of Norton and its contractors and subcontractors shall take the following steps to encourage the hiring of lower income persons residing in the County.
 - a. the City of Norton, in consultation with its contractors (including design professionals), shall ascertain the types and number of positions for both trainees and employees that are likely to be used to conduct CDBG activities.
 - b. The City of Norton shall advertise through the following source(s):

Coalfield Progress, Norton, Virginia 24273

the availability of such positions with information on how to apply.

- c. the City of Norton, its contractors, and subcontractors shall be required to maintain a record of inquiries and applications by project area residents who respond to advertisements, and shall maintain a record of the status of such inquiries and applications.
 - d. To the greatest extent feasible, the City of Norton, its contractors, and subcontractors shall hire lower income project area residents in filling training and employment positions necessary for implementing CDBG-funded activities.
5. In order to document compliance with the above affirmative actions and Section 3 of the *Housing and Community Development Act of 1974, as amended*, the City of Norton shall keep, and obtain from its contractors and subcontractors, *Registers of Contractors, Subcontractors and Suppliers* and *Registers of Assigned Employees* for all activities funded by CDBG funds. Such listings shall be completed and shall be verified by site visits and employee interviews, cross checking of payroll reports and invoices, and through audits if necessary.

Duly adopted at the regular meeting of the City Council of the City of Norton, Virginia, on _____, 2017.

Mayor

SECTION 504 GRIEVANCE PROCEDURE
(Required under Housing and Urban Development Regulations 24 CFR Part 8.53(b))

GRIEVANCE PROCEDURE

The City of Norton, Virginia, has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the Department of Housing and Community Development's (HUD (24 CFR 8.53 (b)) implementing section 504 of the Rehabilitation Act of 1973, as amended (29 USC 794). Section 504 states, in part, that "no otherwise qualified handicapped individual... shall solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance..."

Complaints should be addressed to Mr. Fred Ramey, City Manager, City of Norton, 618 Virginia Avenue NW, P.O. Box 618, Norton, Virginia 24273, who has been designated to coordinate Section 504 compliance efforts.

1. A complaint should be filed in writing or verbally contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
2. A complaint should be filed within 10 days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination occurring before this grievance procedure was in place will be considered on a case by case basis.)
3. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by Mr. Fred Ramey, City Manager. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint. Under 24 CFR 8.53 (b), the City of Norton need not process complaints from applicants for employment or from applicants for admission to housing.
4. A written determination as to the validity of the complaint and description of the resolution, if any, shall be issued by Mr. Fred Ramey, City Manager, and a copy forwarded to the complainant no later than 30 days after its filing.
5. The Section 504 coordinator shall maintain for the City of Norton, all records and files relating to complaints filed.
6. The complainant can request a reconsideration of the case in the instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made within 10 days to Mr. Fred Ramey, City Manager.
7. The right of a person to prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
8. These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards, and to assure that the City of Norton complies with Section 504 and the HUD regulations.

Duly adopted by the City Council of the City of Norton, Virginia, on _____, 20_____.

 Mayor

NON-DISCRIMINATION POLICY

The City of Norton, or any employee thereof, will not discriminate against an employee or applicant for employment because of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, or disability. Administrative and personnel officials will take affirmative action to ensure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the _____ on _____,
20_____.

Signature of Authorized Official

SELF-EVALUATION SITE ACCESSIBILITY CHECKLIST

This checklist is intended to be used as a relatively quick and easy guide to determine a building's physical accessibility. Detailed specifications for each area can be found in the Uniform Federal Accessibility Standards (UFAS).

Comments should be made on all "No" answers, and should include alterations that can or will be made, any insurmountable obstacles to accessibility, or other relevant circumstance or considerations.

Name of Site: Norton City Hall

PARKING

YES

NO

Does the facility have designated parking spaces for disabled individuals?

Are spaces of adequate width (13 ft.)?

Are the spaces marked with the universal access symbol?

Are they near the building's entrance?

Comments: _____

BUILDING ENTRANCE

YES

NO

Is the main entryway wheelchair-accessible?

(Level entry or properly sloped ramp; 32" wide, non-revolving door)

If not, is there a reasonable alternative entry?

Is the entry relatively free of obstacles?

Comments: _____

MEETING ROOMS**YES****NO**

Can all rooms to be used for meetings or meals be reached without using steps or escalators?

If elevator use is required, are the elevators accessible? (36" wide door, 54" deep x 68" wide car, wheelchair accessible controls, tactile buttons, auditory floor indicators)

If room changes are required between sessions, are pathways accessible? (36" wide hallways, free of obstacles)

Are doorways wide enough to accommodate a wheelchair? (32" wide)

Comments: _____

FACILITIES**YES****NO**

Are restrooms wheelchair-accessible? (Adequate floor space for wheelchair; grab bars, paper products, lavatories at proper height; extended faucet handles)

Are paths to the restrooms accessible?

Are drinking fountains wheelchair accessible?

Can telephones be used from a wheelchair?

Comments: _____

PREPARER:

Preparer's Signature_____
Date_____
Preparer's Name (printed)_____
Title (printed)

FAIR HOUSING CERTIFICATION

Compliance with Title VIII of the Civil Rights Act of 1968

WHEREAS, the City of Norton, Virginia, has been offered and intends to accept federal funds authorized under the Housing and Community Development Act of 1974, as amended, and

WHEREAS, recipients of funding under the Act are required to take action to affirmatively further fair housing;

THEREFORE, the City of Norton, Virginia, agrees to take at least one action to affirmatively further fair housing each year during the life of its project funded with Community Development Block Grant funds. The action taken will be selected from a list provided by the Virginia Department of Housing and Community Development.

Authorized Official

Date

RESOLUTION

City of Norton

The City of Norton does hereby resolve to appropriate \$700,000 from the Virginia Department of Housing and Community Development Block Grant funds for the purpose of completing the City of Norton Business District Revitalization Project, FY 2017 (CDBG 17-UN-14).

The City of Norton is in no way committed to spend the \$700,000 if funds from the Virginia Department of Housing and Community Development Block Grant are not received.

City of Norton

Authorized Signature _____

Date _____

CERTIFICATION OF SIGNATURES AND ADDRESS

RE: CDBG #17-07

City of Norton Business District Revitalization

City Manager, Fred Ramey, being first duly sworn, does hereby certify that he is the Chief Executive Officer of the City of Norton and that only the following named individuals are authorized to sign requests for CDBG Community Development Block Grant funds from the Department of Housing and Community Development, Program Administration and Assistance Office:

Jeffery A. Shupe

Signature

Barbara Muir

Signature

The affiant does further state that all payments made by the Department of Housing and Community Development pursuant to CDBG Community Development Block Grant # 17-07 should be made only to the named payee and address below, which payee the affiant hereby certifies to be authorized to receive such funds at the address below:

PAYEE: City of Norton
 P. O. Box 618
 Norton, Virginia 24273

CERTIFIED by:

Fred Ramey, City Manager

The Federal Identification Number (FIN) for this account is: 54-6001476

Sworn and subscribed before me, a Notary Public, in and for the Commonwealth of Virginia, this _____ day of _____, 20_____.

SIGNATURE:

Notary Public

My commission expires: ____/____/____ Registration number: _____

FEDERAL LANDS ACCESS PROGRAM
PROJECT MEMORANDUM OF AGREEMENT

Project / Facility Name: VA FLAP NORTON TRL(1)

Project Route: Trail network adjacent to Route 619

State: Virginia

County(ies): Wise County

Owner of Federal Lands to which the Project Provides Access: US Forest Service (USFS), High Knob Recreation Area

Entity with Title or Maintenance Responsibility for Facility: City of Norton, VA

Type of Work:

- Preliminary Engineering: Prepare environmental documents, finalize PS&E package, and acquire necessary permits.
- Construction: Trail improvements between City of Norton & USFS High Knob Rec area, and Rt. 619 improvements.

This Agreement does not obligate (commit to) the expenditure of Federal funds nor does it commit the parties to complete the project. Rather, this Agreement sets forth the respective responsibilities as the project proceeds through the project development process.

Parties to this Agreement: FHWA-Eastern Federal Lands Highway Division (EFLHD), Virginia Department of Transportation (VDOT), and City of Norton, VA

The Program Decision Committee (PDC) approved this project on June 21, 2017.

AGREED:

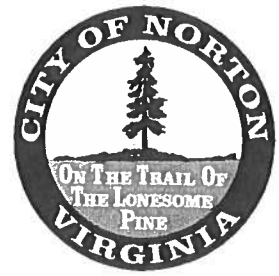
 Commissioner of Highways, VDOT Date

 Mayor, City of Norton, VA Date

 Chief of Business Operations, EFLHD Date

City of Norton

Application For Out of City Limits Water and (or) Sewer Connection



YOU MUST BE 18 YEARS OF AGE

NAME (or) Company Wise County Regional Hazardous Materials Response Team
(PRINT FULL NAME) FIRST MIDDLE LAST

IF CONTRACTOR, WHO IS TAP FOR? _____

SERVICE ADDRESS 5724 Commodore Drive Parcel ID 042698

MAILING ADDRESS PO Box 509 Wise, VA. 24293

PHONE 276-219-4239 ARE YOU OVER THE AGE OF 18? YES NO

PLEASE INDICATE SERVICE REQUEST(S) BY CHECKING THE APPROPRIATE BOX(ES)

WATER SEWER SIZE METER 5/8" 1" Over 1"

DATE 10/11/17 SIGNATURE _____

FOR OFFICE USE ONLY

APPLICATION APPROVAL/DENIAL

INSIDE CITY LIMITS? YES NO

COMMENTS: Sewer is Available

DATE 10/26/17

SIGNATURE T. D. Foreman
T & D FOREMAN

CONNECTION FEES	
Water \$	Sewer \$
Date Collected _____	
Comments _____	

NORTON CITY COUNCIL OUTSIDE CONNECTION APPROVAL/DENIAL

APPROVED: _____ DENIED: _____ IF APPROVED, APPLICATION VOID AFTER _____ DAYS

DATE WHICH APPLICATION PRESENTED TO CITY COUNCIL: _____

DATE _____ SIGNATURE _____

CITY MANAGER

144674

10-19-2017

Carter Bank & Trust

\$500,833.33

Note Number: MJN.#279

Principal - \$500,000.00 - 4-001-012140-8003

Interest - \$ 833.33 - 4-001-012140-8005

V-9868

144677

CITY OF NORTON
GENERAL OPERATING FUND
NORTON, VA 24273

THE FIRST BANK & TRUST
NORTON VA

68-446/514

10

*****Five Hundred Thousand Eight Hundred Thirty-Three Dollars and No Cents*****

PAY TO THE ORDER OF:

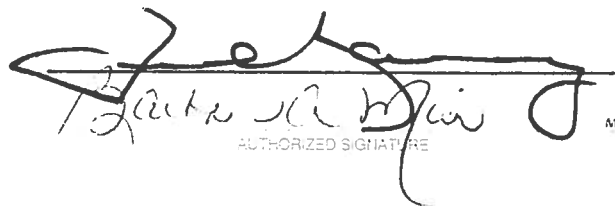
DATE

AMOUNT

10-19-2017

\$500,833.33

Carter Bank & Trust
1300 Kings Mountain Road
Martinsville, VA. 24112


AUTHORIZED SIGNATURE